



WASHOE COUNTY

"Dedicated To Excellence in Public Service"

www.washoecounty.us

CM/ACM	<u>KS</u>
Finance	<u>DN</u>
DA	<u>✓</u>
Risk Mgt.	<u>N/A</u>
HR	<u>N/A</u>
Other	<u>N/A</u>

STAFF REPORT

BOARD MEETING DATE: June 9, 2015

DATE: May 8, 2015

TO: Board of County Commissioners

FROM: Bob Webb, AICP, Planning Manager, Planning and Development, Community Services Department, 328-3623, bwebb@washoecounty.us

THROUGH: William H. Whitney, Division Director, Planning and Development Community Services Department, 328-3617, bwhitney@washoecounty.us

SUBJECT: Appoint Sarah Chvilicek to the Truckee Meadows Regional Planning Commission for an unexpired term beginning July 1, 2015, and ending June 30, 2017, or until such time as a successor is appointed; and re-appoint James Barnes to the Truckee Meadows Regional Planning Commission for a term beginning July 1, 2015, and ending June 30, 2018, or until such time as a successor is appointed. (All Commission Districts.)

SUMMARY

The Board of County Commissioners (Board) is asked to make appointments to fill the two upcoming vacancies for seats held by Washoe County on the Regional Planning Commission (RPC). The two positions are currently held by D.J. Whittemore and James Barnes.

Washoe County Strategic Objective supported by this item: Public participation and open, transparent communication.

PREVIOUS ACTION

June 24, 2014, The Board appointed James Barnes to the Regional Planning Commission from June 2014 to June 30, 2015, fulfilling an unexpired term and reappointed D. J. Whittemore to the Regional Planning Commission for a full term beginning July 1, 2014 to June 30, 2017.

BACKGROUND

Pursuant to NRS 278.0262, the Board appoints three members from the Washoe County Planning Commission (PC) to represent Washoe County on the RPC. Pursuant to NRS, at least two of the members must be residents of the unincorporated County. Since all PC members are unincorporated County residents, this requirement is fulfilled. RPC member terms are three years in length and are staggered. At the present time, the Regional Planning Commissioners representing Washoe County are:

AGENDA ITEM # 592

Name	Term
Roger Edwards	July 2013 – June 2016
James Barnes	June 2014 – June 2015
D.J. Whittemore	July 2014 – June 2017

D. J. Whittemore's current term on the PC ends on June 30, 2015. Mr. Whittemore has elected not to seek reappointment to the PC. Consequently, he will be unable to complete his RPC appointment.

Mr. Barnes, who continues to serve on the PC, is currently serving a partial term on the RPC (June 2014 to June 30, 2015) and is, therefore, eligible for reappointment.

According to the Rules, Policies and Procedures adopted by the PC, the First Alternate to the RPC shall be recommended to the Board to fill the vacated position. Sarah Chvilicek is the designated First Alternate to the RPC and has expressed her willingness to serve on the RPC.

Ms. Chvilicek is serving an unexpired term on the PC and is requesting reappointment to the PC for a full term beginning July 1, 2015 and ending June 30, 2019. The Board will act upon Ms. Chvilicek's appointment at its June 9, 2015 meeting. Provided the Board reappoints Ms. Chvilicek, she is eligible for appointment to the RPC.

Should the Board agree with staff's recommendation, the Regional Planning Commissioners representing Washoe County would be:

Name	Term
Roger Edwards	July 2013 – June 2016
James Barnes	July 2015 – June 2018
Sarah Chvilicek	July 2015 – June 2017

FISCAL IMPACT

Regional Planning Commission members are compensated at a rate of \$80.00 per meeting pursuant to NRS 278.0262(4). The RPC typically meets six times a year, which equates to an annual stipend of \$480 per member. Funds to compensate Washoe County appointed RPC members for scheduled meetings were approved as part of the FY 2015-2016 budget of the Planning and Development Division, Community Services Department (Account 105400-710110).

RECOMMENDATION

It is recommended that the Board appoint Sarah Chvilicek to the Truckee Meadows Regional Planning Commission for an unexpired term beginning July 1, 2015, and ending June 30, 2017, or until such time as a successor is appointed; and re-appoint James Barnes to the Truckee Meadows Regional Planning Commission for a term beginning July 1, 2015, and ending June 30, 2018, or until such time as a successor is appointed.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:

“Move to appoint Sarah Chvilicek to the Truckee Meadows Regional Planning Commission for an unexpired term beginning July 1, 2015, and ending June 30, 2017, or until such time as a successor is appointed; and re-appoint James Barnes to the Truckee Meadows Regional Planning Commission for a term beginning July 1, 2015, and ending June 30, 2018, or until such time as a successor is appointed.”

Attachments: Planning Commission application, Sarah Chvilicek
 Planning Commission application, James Barnes

cc: James Barnes (e-mail)
 Sarah Chvilicek (e-mail)
 Bob Webb (e-mail)
 Kimberly Robinson, Executive Director, TMRPA (e-mail)



Washoe County Community Service Application

Volunteer ... Make a Difference in Washoe County!

Please complete the following application to indicate your interest in a position on a Washoe County Board or Commission. Your application will be kept on file for 12 months. You will need to reapply after that time if you still wish to be considered for a position. Applications may also be obtained on our website at www.washoecounty.us.

Is there a specific Board or Commission vacancy you are applying for? If yes, which one?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Washoe County Planning Commission	

Name: Sarah Chvilicek

Residential Home Address

Address: 11595 Osage Rd		
City: Reno	State: NV	Zip: 89508
Assessor's Parcel Number if known: 086-221-06		
Home Phone: 775.972.5447	Cell Phone: 775.722.5447	
E-mail: chviliceks@unce.unr.edu		

Mailing Address (if different from residential home address)

Address:		
City:	State:	Zip:

Occupation and Business Address

Job Title: Administrative Faculty, Washoe County 4-H Youth Development Programs		
Business Name: University of Nevada Cooperative Extension		
Address (Street and/or P.O. Box): 4955 Energy Way		
City: Reno	State: NV	Zip: 89502
Assessor's Parcel Number if known:		
Business Phone: 775.336.0236		
E-mail: chviliceks@unce.unr.edu		

Registered Voter

Are you registered to vote in Washoe County?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The Washoe County Commission requires that a person be a registered voter in Washoe County (if eligible to vote) to be considered for membership on a Citizen Advisory Board. This requirement may be waived on a case-by-case basis by the County Commission.	

How long have you lived in your area? (Years/Months) 22 years 5 months
How long have you lived in Washoe County? (Years/Months) 27 years 5 months
Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please list conviction dates and nature:

Briefly, in your own words explain why you would like to be appointed to the Board or Commission.

I continue to be actively engaged in citizen involvement in Washoe County. I believe that I have demonstrated that I have been an active Planning Commissioner as I filled an unexpired term. I have taken my role as a planning commissioner very seriously and I have served professionally. I am a proven facilitator and I have engaged citizens and/or officials with respect. I have a good understanding of the function of government and the role that citizens play in the success of the vision and the mission of county government.

Describe your qualifications for this appointment, including, but not limited to your educational background, professional background and awards/honors.

I have served on the North Valleys Citizens Advisory Board for many years and as the chair for the last several years until I was appointed to the planning commission in October 2013. I still actively participate in the CAB meetings. I have also served as a Park Commissioner and served as the chair until my term was completed. I am dedicated to citizen engagement and providing a respectful voice for engagement. I believe I am respected for my efforts as well as my insistence on respect and dignity for any discourse.

I am the Program Coordinator for the Washoe County 4-H Youth Development Programs for the University of Nevada Cooperative Extension and I have been in that position since 1989. Through my position I work with youth, adult volunteers, university faculty and policy makers across the nation to bring thoughtful research based programs to the youth of Washoe County. I hold a degree in Political Science with an emphasis on Public Policy. I have served on many community non-profit boards and I have a proven record of consensus building.

I appreciate the opportunity to serve as a Planning Commission members.

List your community and/or civic involvement history.

Nevada Women's Lobby – founding member and founding chair
Committee to Aid Abused Women – volunteer, board member, board chair
North Valleys Citizens Advisory Board
Regional Park and Open Space Commission – member and chair
Blue Ribbon Committee on Regional Fire Service – chair
Nevada State 4-H Camp Advisory Committee
Polling Manage for primary and general elections
Truckee Meadows Park Foundation – board member
Crisis Call Center – board member

Please list the name and phone number of any personal references that we may contact.

Pam Russell – 775-657-6395
Arlene Marshrey – 775-972-7804
Francine Donshick – 775-972-1636
Elizabeth & John Howe – 775-972-5447

Please attach any additional information you wish.

I understand the role and responsibilities of membership on this board or commission and am willing to serve. If appointed, I will attend required meetings and training and will adhere to pertinent bylaws. I understand that some appointments require a Financial Disclosure Form to be submitted to the Nevada State Ethics Commission. I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal. [If appointed to a Citizen Advisory Board (CAB), I agree to attend a CAB new member orientation session within six months of my appointment. I understand that failure to comply with this requirement will result in automatic removal from the Citizen Advisory Board.]

Signature: Sarah Kubeck

Date: 5/1/19

PLEASE RETURN THE APPLICATION TO:

Washoe County Planning and Development
P.O. Box 11130, 1001 E. Ninth Street, Room A275, Reno, NV 89520-0027
Phone: (775) 328-3600; FAX: (775) 328-6133; Email: kemerson@washoecounty.us

Date Received: _____

Commission District: _____

Appointed to: _____

Date of Appointment: _____

Thank you for your interest in Washoe County Government!

**This document is part of the public record
and is available for public review.**

Washoe County Community Service Application

WASHOE COUNTY
NEVADA

Volunteer.....Make a Difference in Washoe County!

Please complete the following application to indicate your interest in a citizen-appointed position on a Washoe County Board or Commission. Your application will be kept on file for 12 months. You will need to reapply after that time if you still wish to be considered for a position. Applications may also be obtained on our website at www.washoecounty.net.

Is there a specific Board or Commission vacancy you are applying for? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, which one?
Planning Commission

Name: James I. Barnes

Residential Home Address

Address: 12525 Clearwater Drive	Eligible, DS 1/26/12
City: Reno	State: Nevada Zip: 89511-7786
Assessor's Parcel Number (if known): 044-153-05	
Home Phone: (775)-851-1282	Email: jib2424@sbcglobal.net

Mailing Address (if different from residential home address)

Street and/or P.O. Box:
City: State: Zip:

Occupation and Business Address

Job Title: Attorney	
Business Name: James I. Barnes, Attorney at Law	
Address (Street and/or P.O. Box): 12525 Clearwater Drive	
City: Reno	State: Nevada Zip: 89511-7786
Business Phone: (775)-851-1282	Email: jib2424@sbcglobal.net

Registered Voter

Are you registered to vote in Washoe County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The Washoe County Commission requires that a person be a registered voter in Washoe County (if eligible to vote) to be considered for membership on a Citizen Advisory Board. This requirement may be waived on a case-by-case basis by the County Commission.

How long have you lived in your area? (yrs. 34 mos.)
How long have you lived in Washoe County? (yrs. 40 mos.)
Have you ever been convicted of a felony or misdemeanor other than minor traffic violations? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please list conviction dates and nature:

Please print or type, and complete the form entirely

(Continued on page 2)

December 2006

**Washoe County Community Service Application
Page 2**

Briefly, in your own words, explain why you would like to be appointed to the Board or Commission, describe your qualifications for this appointment, and list your community and/or civic involvement. Please attach any additional information you wish. Also, please list the name and phone number of any personal references that we may contact.

I am very interested in planning in Washoe County. I served for approximately five years as the Deputy District Attorney assigned to represent the Washoe County Planning Commission, the Truckee Meadows Regional Planning Commission, the Washoe County Department of Community Development and the Washoe County Board of Adjustment during the late 1990s and early 2000s. I have practiced law in Northern Nevada and have served in cabinet level state administrative positions for nearly forty years. I have served on several professional and non-profit organizations including those of the State Bar of Nevada, Veterans' Guest House, Ridge House and others.

Personal references you may contact: Neal Cobb 972-9475
Robert Doney 746-0221
William Weber 946-6846

I understand the role and responsibilities of membership on this board or commission and am willing to serve. If appointed, I will attend required meetings and training and will adhere to pertinent bylaws. I understand that some appointments require a Financial Disclosure Form to be submitted to the Nevada State Ethics Commission. I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal. (If appointed to a Citizen Advisory Board (CAB), I agree to attend a CAB new member orientation session within six months of my appointment. I understand that failure to comply with this requirement will result in automatic removal from the Citizen Advisory Board.)

Signature: [Signature] Date: January 5, 2012

PLEASE RETURN THE APPLICATION TO:
Washoe County Manager's Office
P.O. Box 11130, 1001 E. Ninth Street, Room A201, Reno, NV 89520-0027
Phone: (775) 328-2000; FAX: (775) 328-2037; Email: cmatthews@washoecounty.us

Date Received: _____ Commission District: _____
Appointed to: _____ Date of Appointment: _____

Thank you for your interest in Washoe County Government

This document is part of the public record and is available for public review.

RESUME FOR POSITION OF WASHOE COUNTY PLANNING COMMISSIONER

JAMES I. BARNES

**12525 Clearwater Drive
Reno, Nevada 89511
Phone (775) 851-1282
EMAIL jib2424@sbcglobal.net**

EDUCATIONAL HISTORY

Franklin and Marshall College, B.A. Degree: 1969

Columbia University School of Law, J.D. Degree: 1972

Admitted to Nevada State Bar: 1973

EMPLOYMENT HISTORY

- 2004 to 2011
(current) Private practice of law**
- 1991 to 2004 Deputy District Attorney,
 Washoe County
 (1998 to 2004: Counsel to Washoe County Planning Commission)**
- 1989 to 1991 Deputy Attorney General,
 State of Nevada**
- 1983 to 1989 Director, Nevada State Department
 of Industrial Relations**
- 1983 Director, Nevada State Department
 of Energy**
- 1977 to 1982 Chief Deputy Attorney General,
 State of Nevada**
- 1975 to 1977 Deputy Attorney General,
 State of Nevada**
- 1973 to 1975 Private practice of law**
- 1972 to 1973 Law clerk, Washoe County District Court**